



PROCEEDINGS OF THE BROWN COUNTY NEVILLE PUBLIC MUSEUM GOVERNING BOARD

Pursuant to Section 19.84, Wis. Stats., a meeting of the **Brown County Neville Public Museum Governing Board** was held at 4:30 p.m. on Monday, October 11, 2021 at the Neville Public Museum, 210 Museum Place, Green Bay, Wisconsin

PRESENT: Kevin Kuehn, Kramer Rock, Tom Sieber, & Cassandra Erickson, Alex Renard, Tom Friberg by phone
ALSO PRESENT: Kevin Cullen, and Beth Kowalski Lemke
EXCUSED: Todd Bartels, Kasha Huntowski

CALL MEETING TO ORDER

1. Chair Kuehn called the meeting to order at 4:35PM.

2. **APPROVE/MODIFY AGENDA**

Motion made by Tom Sieber and seconded by Kramer Rock to approve the agenda.

3. **Museum Director Report.**

Budget Status and Update: Museum Director Kowalski Lemke provided the board the following budget highlights. Overall, the 2022 Museum budget was crafted to be very conservative due to a heavy internally created exhibition schedule. We have held the research technician position open for salary savings given the ongoing pandemic visitation patterns. We look forward to working with HR to recruit and hire in the first quarter of 2022.

We fully support the 2022 ARPA allocations on pages 309 and 310 of the budget book. Most critical to our 2022 American Alliance of Museums Re-accreditation is the HVAC upgrades. This is a replacement to our original steam boiler that provides the needed humidification during the winter months for the community's collection in third floor central storage.

Our department will be working on all the required documentation and application for American Alliance of Museums Re-accreditation. Our self-study must be submitted by July 1, 2022 and this is a process we go through every ten years. Of the nation's estimated 33,000 museums, 1,092 are currently accredited. The Neville Public Museum is one of the 1,092.

Exhibitions are scheduled 2022 through 2025. There are several traveling exhibitions as well as strong internal and community partner exhibitions focused on culturally relevant social history and art. Note that account 4901.110 Donations NPM Foundation are mutually agreed upon by Museum Director Kowalski Lemke and Foundation Director Huntowski. The amount fluctuates each year based on the actual exhibit and program costs. Our Foundation directly pays bills associated to the exhibition and program plan for the year.

Education, Interpretation and Community Engagement: Museum Director Kowalski Lemke provided the board details on the Association of Science and Technology grants received in September

to extend public education onsite and offsite for *Spectacular Science*. As a recipient of the ASTC *Communities for Immunity* grant, the Neville Public Museum plans to create 6 sets of a traveling exhibit consisting of 5 banner stands. The stands will be an extension of the *Germes* section of the museum's first floor *Spectacular Science Exhibition*. They will include information about what makes us sick, how vaccines work, how mRNA vaccines work, COVID-19 updates, and information about Brown County Public Health. In addition, the grant will also allow staff to implement updates to the current *Germes* exhibit in house.

As a recipient of ASTC's IF/THEN Gender Equality Grant we will expand upon the STEM careers section of the current *Spectacular Science* exhibition. We will use project materials to highlight female STEM professionals within their field and incorporate local scientists as well. In addition, we will utilize digital projects to add to the exhibit and programming materials for outreach on our free days.

Digital Media and Technology Update: Museum Director Kowalski Lemke shared that the issues the department had with IT and the website developer were corrected so staff are now finally receiving patron and constituent contact forms for room rentals, research requests, donation of artifacts, and school tours. She also provided an update on Past Perfect Public Access for extending the public education mission and allowing researchers new digital access to collections. Discussion ensued, no action taken.

4. **Such other matters as authorized by law:** Chair Kuehn shared an update on the Wally's Spot sign conservation. The next scheduled meeting of the Neville Public Museum Governing Board will be November 8, 2021 Discussion ensued: no action taken.
5. Adjournment. Chair Kuehn, called the meeting to an end at 5:06PM. Motion made by Kramer Rock and seconded by Tom Sieber to approve.